



No: PMU/R&S/BOR/1811 / 2013

**BOARD OF REVENUE OF SINDH**

**REFORMS WING & SPECIAL CELL**

Karachi, Dated: 11-11-2013

To,

The Director (Advertisement),  
Information Department,  
Government of Sindh,  
Karachi.

Subject:

**ADVERTISEMENT OF "CORRIGENDUM NOTICE" FOR "RECOMMISSIONING, REINSTALLATION INCLUDING REPAIRS FOR RELOCATION OF VOICE & DATA SERVICES WITHIN THE BUILDING OF PROJECT MANAGEMENT UNIT, BOARD OF REVENUE SINDH, KARACHI" (NIT NO. INF-KRY-2347/13 DATED 14-10-2013 PUBLISHED IN THE DAILY JANG & THE DAILY NEWS**

Enclosed please find herewith 04 (four) copies of "Corrigendum Notice" in respect of "RECOMMISSIONING, REINSTALLATION INCLUDING REPAIRS FOR RELOCATION OF VOICE & DATA SERVICES WITHIN THE BUILDING OF PROJECT MANAGEMENT UNIT, BOARD OF REVENUE SINDH, KARACHI" under the scheme LARMIS of BOR Sindh (NIT No. INF-KRY-2347/13 dated 14-10-2013 published in the Daily Jang & the News newspapers. The Corrigendum advertisement notice may please be got published in three leading National Daily Newspapers in English, Urdu & Sindh at the earliest.

DEPUTY DIRECTOR F&A  
LARMIS, PMU  
Board of Revenue Sindh

A copy is forwarded for information to:-

1. The Additional Chief Secretary (Dev), P&D Department, Govt. of Sindh, Karachi.
2. The Secretary Information Department, Govt. of Sindh, Karachi.
3. The Manager (CB), Sindh Public Procurement Authority, Karachi, with reference to his letter No. Dir(A&F)/SPPRA/3-6/13-14/1756, dated: 22-10-2013
4. The Section Officer to the Senior Member, Board of Revenue Sindh, Karachi.
5. The Focal Person Website: [www.sindharmis.gos.pk](http://www.sindharmis.gos.pk)

DEPUTY DIRECTOR F&A  
LARMIS, PMU  
Board of Revenue Sindh

Office address: - ST-4, Revenue House, Adjacent Dr. Ziauddin Hospital Clifton Karachi.  
Ph: 021-99251367-8, Fax: 021-99251373, [www.sindharmis.gos.pk](http://www.sindharmis.gos.pk)



No: - -10-PMU/BOR/2013/  
**BOARD OF REVENUE SINDH**  
**PROJECT MANAGEMENT UNIT**

Read NIT No. INF-KRY No. 2347/13  
Dated: 14-10-2013

**CORRIGENDUM**

The last date for submission of bids in respect of NIT vide No. INF-KRY.2347/13 dated: 14-10-2013 namely **"RECOMMISSIONING, REINSTALLATION INCLUDING REPAIRS FOR RELOCATION OF VOICE & DATA SERVICES WITHIN THE BUILDING OF PROJECT MANAGEMENT UNIT, BOARD OF REVENUE SINDH, KARACHI"** under the scheme LARMIS of BOR Sindh published in the Daily the News, Dawn & Jang newspapers is hereby extended to **11:00 AM of Friday 22<sup>nd</sup> November 2013**. The technical proposals will be opened before the committee at **11:30 AM** on the same day at the following given address:

**ST-04, Block 6, Clifton, Adjacent Dr. Ziauddin Hospital,  
Near Shireen Jinnah Colony, Karachi**

The interested bidders may obtain the bidding documents from the office of Project Director PMU, Board of Revenue, Sindh at above given address from **7<sup>th</sup> November 2013** during office hours, i.e. 9:00 am to 5:00 PM. Alternatively, the bidding documents may also be downloaded/obtained from the website of SPPRA as well as from the website of PMU, Board of Revenue, Sindh, i.e. [www.sindharmis.gos.pk](http://www.sindharmis.gos.pk). The interested bidder must submit tender fee of Rs. 2,000/- in the form of Pay Order/ Demand Draft in favour of Project Director PMU, Board of Revenue, Sindh by mail or by hand.

Other terms and conditions shall remain unchanged.

  
Deputy Director (F&A)  
LARMIS, PMU

Project Management Unit  
Board of Revenue, Sindh



Project Management Unit (PMU)  
Reforms Wing & Special Cell  
Board of Revenue  
Government of Sindh

**“RECOMMISSIONING, REINSTALLATION INCLUDING  
REPAIRS FOR RELOCATION OF VOICE & DATA SERVICES  
WITHIN THE BUILDING OF PROJECT MANAGEMENT UNIT,  
BOARD OF REVENUE SINDH, KARACHI”**

November, 2013

*N.B*

*The bidder is expected to examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.*



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## Definitions

In this Contract, the following terms shall be interpreted as indicated:

"Bid" means a tender, or an offer by a person, consultant, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by a Procuring Agency.

"Bid with Lowest Evaluated Cost" means the bid quoting lowest cost amongst all those bids evaluated to be substantially responsive.

"Bidder" means a person or entity submitting a bid.

"Bidding Documents" means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner.

"Bidding Process" means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract.

"Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

"Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.

"Contractor" means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.

"Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.

"Goods" means articles and object of every kind and description including raw materials, drugs and medicines, products, equipment, hardware, machinery, spares and commodities in any form, including solid, liquid and gaseous form, and includes services identical to installation, transport, maintenance and similar obligations related to the supply of goods, if the value of these services does not exceed the value of such goods.

"Government" means the Government of Sindh.

"Procurement Proceedings" means all procedures relating to public procurement, starting from solicitation of bids up to award of contract.

"Procuring Agency" means Project Management Unit, Reforms Wing & Special Cell, Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.



"Supplier" means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract.

"Services" means services, such as testing, training and other such obligations of the Contractor covered under the Contract.

"Works" means all items mentioned in BOQ to be provided and services to be rendered & work to be done by the Contractor under the Contract.



## Invitation to Bid

Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh (hereinafter referred to as Purchaser), invites sealed bids from eligible bidders for **“RECOMMISSIONING, REINSTALLATION INCLUDING REPAIRS FOR RELOCATION OF VOICE & DATA SERVICES WITHIN THE BUILDING OF PROJECT MANAGEMENT UNIT, BOARD OF REVENUE SINDH, KARACHI”**.

1. Tender Bids in sealed envelope as per information are required. Proponents applying for bids should submit the Bid which shall comprise two envelopes submitted simultaneously, one called the Technical Bid and the other the Price Bid, containing the documents listed in NIT. Both envelopes to be enclosed together in an outer single envelope called the Bid.
2. The interested bidder must have valid NTN also. Only Income Tax and Sales Tax registered firms are eligible to participate.
3. The bidder must quote for the complete specification. The incomplete bid will be rejected as non-responsive.
4. The bidder must bid for the complete package. Bidding for individual items will be rejected as non-responsive.
5. All bids received will be opened and evaluated in the manner prescribed in the section **“submission of bids”** and **“opening of bids”** of bidding document.
6. Interested eligible bidders may obtain further information on the bid and collect the bidding documents from the office of Project Director, Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, adjacent Dr. Ziauddin Hospital, Clifton, Karachi, Tel: +92-21-99251367-68 / Fax: +92-21-35305586 from **Thursday 7<sup>th</sup> November 2013** during office Hours, i.e. from 9:00 am to 5:00 pm on payment of document fee of Rs. 2,000/- in the form of Pay order/Demand Draft in favour of Project Director PMU, Board of Revenue, Sindh. The bidding document can also be downloaded from the website of SPPRA or the website of PMU, BOR, i.e. [sindhlarms.gos.pk](http://sindhlarms.gos.pk).
7. All bids must be accompanied by an earnest money of two percent (2%) of total bid amount, in the form of ‘pay order’, ‘demand draft’ or ‘bank guarantee’ in the name of Project Director PMU, Board of Revenue, Sindh, and must be accompanied with the financial offer. Bid without bid security of required amount and prescribed form shall be rejected.
8. Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
9. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
10. Board of Revenue Sindh may cancel the bidding process at any time prior to the acceptance of a bid or proposal and shall incur no liability towards the bidders, solely by virtue of its invoking sub-



rule (1) of Rule 25 of SPP Rules 2010. However, intimation of the cancellation of bidding process shall be given promptly to all bidders and bid security shall be returned along with such intimation. The procuring agency shall, upon request by any of the bidders, communicate to such bidder, grounds for the cancellation of bidding process, but is not required to justify such grounds.

11. A bidder may ask the Board of Revenue Sindh for reasons for non-acceptance of his bid and may request for a debriefing meeting and Board of Revenue shall give him the reasons for such non-acceptance, either in writing or by holding a debriefing meeting with such a bidder under Rule 51 (a) of SPP Rules 2010. The requesting bidder shall bear all the costs of attending such a debriefing under Rule 51(b) of SPP Rules 2010.

12. All quoted prices must include all applicable taxes, such as General Sales Tax, Income Tax and/or etc. If not specifically mentioned in the bid, then it will be presumed that the prices include all the taxes. Purchaser will not be responsible and would not pay any additional amount in case of changing in tax rate by the Government of Sindh or Government of Pakistan.

13. Rights and obligations of the procuring agency and the consultant shall be governed by General and Special conditions of contract signed between the procuring agency and the contractor.

14. Execution/installation of all the components of the bid may be at Purchaser's or any remote offices located at other areas or as per the decision of Purchaser at the time of deployment.

15. The following shall result in blacklisting of suppliers, contractors, or consultants, individually or collectively as part of consortium:

- (a) conviction for fraud, corruption, criminal misappropriation, theft, forgery, bribery or any other criminal offence;
- (b) involvement in corrupt and fraudulent practices while obtaining or attempting to obtain a procurement contract;
- (c) final decision by a court or tribunal of competent jurisdiction that the contractor or supplier is guilty of tax evasion;
- (d) willful failure to perform in accordance with the terms of one or more than one contract;
- (e) failure to remedy underperforming contracts, as identified by the procuring agency, where underperforming is due to the fault of the contractor, supplier or consultant.

16. Failure to complete the contract within the stipulated time period will invoke penalty of 0.025% of the total cost per day. In addition to that, Performance Security amount will be forfeited and the company will not be allowed to participate in future tenders as well.

17. An interested bidder, who has obtained bidding documents, may request for clarification of contents of the bidding document in writing, and procuring agency shall respond to such queries in writing within three (03) calendar days, provided they are received at least five (5) calendar days prior to the date of opening of bid.

**Project Director Board of Revenue  
Government of Sindh**





## General Terms & Conditions

1. Bids not confirming to the terms, conditions and specifications stipulated in this RFP will be rejected.
2. Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh invites this tender under single stage - two envelope procedure, under SPPR 2010.
3. Proposal after due date and time will not be accepted for any reason. Proposals must not be sent by Facsimile or e-mail. Such submissions will not be accepted for any reason.
4. Proponents applying for bids should submit the Bid which shall comprise two envelopes submitted simultaneously, one called the Technical Bid and the other the Price Bid, containing the documents listed in NIT. Both envelopes to be enclosed together in an outer single envelope called the Bid.
5. The bidder must bid for the complete package. Bidding for individual items from package will be rejected as non-responsive.
6. Authenticated Financial Statements of last three years should also be submitted with Technical Proposals.
7. Prior to the detailed evaluation of financial bids, it will be determined as to whether each bid is substantially responsive to the requirements of the Bidding Documents.
8. A substantially responsive bid is one which (i) meets the eligibility criteria; (ii) has been properly signed; (iii) Includes signed Integrity and (iv) conforms to all the terms, conditions and specifications of the Bidding Documents, without material deviation or reservation. A material deviation or reservation is one (i) which affect in any substantial way the scope, quality or performance of the Works; (ii) which limits in any substantial way, inconsistent with the Bidding Documents, the Purchaser's rights or the bidder's obligations under the Contract; (iii) adoption/rectification whereof would affect unfairly the competitive position of other bidders presenting substantially responsive bids. Only substantially responsive bid shall be considered for further evaluation.

### **Bid Security**

9. A bid security, in the shape of a Bank Draft/Pay Order/Bank Guarantee in favor of Project Director, Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, equivalent to 2% of the total cost of bid should be submitted along with the tender.
10. The bid security of the unsuccessful bidder will be released by PMU BOR after award of work or after expiry of bid validity period whereas the bid security money of successful bidder will be released after the submission of performance security equivalent to 5% of contract price.



11. The performance security of the successful bidder will be released after issuance of successful completion certificate by the Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, and after expiry of warranty period.
12. All/any terms and conditions not specified here shall be dealt with reference to pertinent SPPRA rules 2010.

**Validity of the proposal**

13. All proposal and price shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.

**Currency**

14. All currency in the proposal shall be quoted in Pakistani Rupees (PKR). The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

**Withholding Tax, Sales Tax and other Taxes**

15. The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Government. The responding organization will be responsible for all taxes on transactions and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.

**OEM relationships**

16. The support and Maintenance should be supplied through verifiable distribution channel in Pakistan.
17. The responding organization (RO) or one of the Joint Bidding Company to be authorized Partner/ Reseller, OF THE ORIGINAL MANUFACTURER.

**Compliance to Specifications**

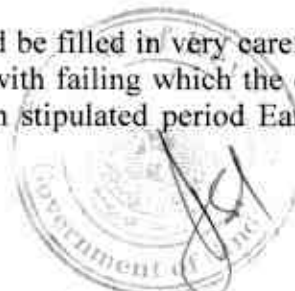
18. The Responding Organization (RO) to provide information as per (Complaisance sheet). RO may not propose any kind of refurbished Hardware / components in their technical proposals.

**Financial Capabilities**

19. The RO(s) shall describe the financial position of its organization. Income Statement or Report should be included in the detailed Technical proposal.

**Penalty Clause**

20. It is utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, scrupulously complied with failing which the offer will be ignored. In case of non-completion of supply within stipulated period Earnest Money



will be forfeited in favor of the Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi.

- An affidavit that the firm has not been entangled in litigation with any client during the last 5 years.
- An affidavit that the firm has never been blacklisted by any Government Department.
- Liquidated damages of 0.025% per day of the contract price per day will be deducted for delayed delivery of goods and services.

**Support Capabilities**

21. Responding organization should indicate the support capabilities for the provided equipment, Software and hardware to the maximum span of response time provided here under:

	Item	Action Item	Maximum Response Time
1	Equipments / Hardware's	Repair	01 Week
		Re-Configuration	2 Working Days
2	Software Support & Maintenance	Troubleshooting/Tune-up	2 Working Days
		Re-Configuration/Installation	5 Working Days

**DOCUMENTS REQUIRED WITH TECHNICAL BID**

22. The Technical bid must be submitted (in duplicate) with the following documents:

- a) Company Profile with complete address, telephone No. Fax. No. and e-mail address and contact person.
- b) Letter or Agreement of Authorized Partner from the principal or Distributor of this region to install, integrate and operate such systems.
- c) Details of Installed Infrastructure if available at Bidders office for Online Backup support.
- d) Complete schedule of Recommissioning, Reinstallation including repairs for relocation of voice & data services is to be provided.

**Submission of BIDS:**

23. Tender Bids in sealed envelope as per information are required. Proponents applying for bids should submit the Bid which shall comprise two envelopes submitted simultaneously, one called the Technical Bid and the other the Price Bid, containing the documents listed in NIT. Both envelopes to be enclosed together in an outer single envelope called the Bid.



24. The Bidder shall furnish, as part of the Technical Bid, a Technical Proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated Bidding Forms, in sufficient detail to demonstrate the adequacy of the Bidders' proposal to meet the work requirements and the completion time.

### **Bid Prices**

25. The Contract shall be for the whole of the Works, based on the unit rates and / or prices submitted by the bidder. The bidders shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items against which no rate or price is entered by a bidder will not be paid for by the Purchaser when executed and shall be deemed covered by rates and prices for other items in the Bill of Quantities. All duties, taxes and other levies payable by the Contractor under the Contract, or for any other cause, as on the date 28 days prior to the deadline for submission of bids shall be included in the rates and prices and the total Bid Price submitted by a bidder. Additional / reduced duties, taxes and levies due to subsequent additions or changes in legislation shall be reimbursed / deducted. Bidders are particularly directed that the amount entered on the Letter of Price Bid shall be for performing the Contract strictly in accordance with the Bidding Documents. No alteration is to be made in the Letters of Price and Technical Bids. If any such alterations be made or if these instructions be not fully complied with, the bid may be rejected. The Bidder shall prepare one original of the Technical Bid and one original of the Price Bid comprising the Bid as described in Bidding Data Sheet and clearly mark it "ORIGINAL - TECHNICAL BID" and "ORIGINAL - PRICE BID". In addition, the Bidder shall submit two (2) copies of the Bid and clearly mark each of them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the Bidding Data Sheet and shall be attached to the bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, except for un-amended printed literature, shall be signed or initialed by the person signing the bid.

Any amendments such as interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the bid.

Bidders shall indicate in the space provided in the Letter of Technical and Price Bids, their full and proper addresses at which notices may be legally served on them and to which all correspondence in connection with their bids and the Contract is to be sent. Bidders should retain a copy of the Bidding Documents as their file copy.



## **OPENING AND EVALUATION OF BIDS:**

26. The Technical Bids shall be opened in public at the address, date and time specified in the NIT and the bidding documents in presence of Bidders' designated representatives and anyone who choose to attend. The Price Bids will remain unopened and will be held in custody of the Purchaser until the specified time of their opening. Envelopes holding the Technical Bids shall be opened one at a time, and the following be shall be read out and recorded:

- (a) The name of the Bidder;
- (b) Other details required in the documents.

Only Technical Bids read out and recorded at bid opening shall be considered for evaluation.

### **Preliminary Examination of Technical Bids**

27. The qualification and experience shall be examined first.
28. The technical proposal examination of those bidders only shall be taken in hand who meet the minimum requirement. Only substantially responsive qualification shall be considered for further evaluation.
29. The Technical Bid to confirm that all the documents have been provided, and to determine the completeness of each document submitted.
30. At the end of the evaluation of the Technical Bids, only those bidders will be invited who have submitted substantially responsive Technical Bids and who have been determined as being qualified for award to attend the opening of the Price Bids. The date, time, and location of the opening of Price Bids will be advised in writing by the Purchaser. Bidders shall be given reasonable notice for the opening of Price Bids.



## SELECTION CRITERIA

31. At the end of the evaluation of the Technical Bids, only those bidders will be invited who have submitted substantially responsive Technical Bids and who have been determined as being qualified for award to attend the opening of the Price Bids. The date, time, and location of the opening of Price Bids will be advised in writing by the Purchaser. Bidders shall be given reasonable notice for the opening of Price Bids.

32. Following Evaluation Criteria shall be followed for evaluation of technical bids:

### **EVALUATION CRITERIA FOR TECHNICAL PROPOSAL**

The Mandatory requirements as per NIT are (a) Certificate of work completion or in progress of similar supplies during last three (03) years (b) Registration with Income Tax Department (NTN Certificate) (c) Registration with Sales Tax Department (GST Certificate) (d) Affidavit stating that company/firm has not been involved in any litigation or has discontinued any work at any institution.

S.No.	Criteria	Max Marks	Marks Obtained	Remarks
<b>A</b>	<b>COMPANY PROFILE</b>	<b>30</b>		
	(i) YEARS IN BUSINESS 5 years or more = 15 Marks 2 years or more = 10 Marks (ii) NO. OF TECHNICAL PERSONNEL IN FIRM 20 or more = 15 Marks 10 or more = 10 Marks			
<b>B</b>	<b>EXPERIENCE</b>	<b>20</b>		
	(i) Works of Relocation, Recommissioning, Reinstallation or Work of Supplies of institutions of similar nature > 5 in last three years = 20 Marks > 3 in last three years = 15 Marks			
<b>C</b>	<b>COMPLIANT WITH TECHNICAL STANDARDS/REQUIREMENTS</b>	<b>20</b>		
	(i) Certificate of ISO 9001:2008 =10 Marks  (i) Association with principal or authorized dealer =10 Marks			
<b>C</b>	<b>FINANCIAL CAPABILITY</b>	<b>30</b>		
	(i) Average Turnover for last three years > 20 M = 30 Marks > 10 M = 20 Marks			
	<b>Total Marks</b>	<b>100</b>		
	<b>Passing Marks</b>	<b>70</b>		



33. The names of the bidders who have been rejected on the grounds of their Technical Bids being substantially non-responsive to the requirements of the Bidding Documents will be announced before opening of Financial bids and their bid will be returned unopened before inviting others, who are determined as being qualified, to attend the opening of Price Bids.
34. The Price Bids of all Bidders who submitted substantially responsive Technical Bids shall be opened, publically in the presence of Bidders' representatives who choose to attend at the address, date and time specified by the Purchaser. The Bidder's representatives who are present shall be requested to sign a register/participant's attendance sheet evidencing their presence.
35. All envelopes containing Price Bids shall be opened one at a time and the following read out and recorded:
  - (a) The name of the Bidder;
  - (b) Amount and form of bid security @ 2% of the bid price.
  - (b) The Bid Prices, including any discounts and alternative offers;
36. Only Price Bids and discounts, read out and recorded during the opening of Price Bids shall be considered for evaluation. No Bid shall be rejected at the opening of Price Bids.
37. The firm who quoted lowest bid price for the complete package mentioned in the BOQ shall be deemed successful bidder and the Committee will announce the name of the successful bidder in the said meeting.

#### **Notification of Award**

38. Prior to expiration of the period of bid validity and after seven days of publication of Bid Evaluation Report (BER) on the website of Sindh Public Procurement Regulatory Authority (SPPRA) and after forwarding copy of BER to all participating bidders, the Purchaser will notify the successful bidder in writing ("Letter of Acceptance") that his Bid has been accepted. This letter shall name the sum which the Purchaser will pay to the Contractor in consideration of the execution and completion of the Works by the Contractor as prescribed by the Contract (which shall hereinafter and in the Conditions of Contract be called the "Contract Price").
39. No Negotiation with the bidder having evaluated as lowest responsive or any other bidder shall be permitted.
40. The notification of award and its acceptance by the bidder will constitute the formation of the Contract, binding the Purchaser and the bidder till signing of the formal Contract Agreement.
41. Upon furnishing by the successful bidder of a Performance Security @ 5% of contract price, the Purchaser will promptly notify the other bidders that their Bids have been unsuccessful and return their bid securities.



### **Performance Security**

42. The successful bidder shall furnish to the Purchaser a Performance Security @ 5% of contract price in the form and the amount stipulated in the Bidding Data Sheet and the Conditions of Contract within a period of 28 days after the receipt of Letter of Acceptance.
43. Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

### **Instructions for Responding Organizations**

#### **Communication**

44. Enquiries regarding this RFP shall be submitted in writing to:  
Project Director, Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, adjacent Dr. Ziauddin Hospital, Clifton, Karachi, Tel: +92-21-99251367-68 / Fax: +92-21-35305586.

#### **Mode of Delivery and Address**

45. Proposal should be submitted on or before **22<sup>nd</sup> November 2013 at 11:00 am** at the address given below:  
*"Project Director, Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, adjacent Dr. Ziauddin Hospital, Clifton, Karachi.  
Tel: +92-21-99251367-68 / Fax: +92-21-35305586"*
46. Proposals shall be delivered by hand or courier so as to reach the address given above by the last date indicated for submission. PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.

#### **Closing Date of Submission:**

47. The bidder must bid for the complete package. Bidding for individual items from packages will be rejected as non-responsive. Proposals can be submitted on or before **November 22<sup>nd</sup>, 2013 till 11:00 am** at the office of Project Director, Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, adjacent Dr. Ziauddin Hospital, Clifton, Karachi, Tel: +92-21-99251367-68 / Fax: +92-21-35305586.

#### **Opening of Proposals**

48. The proposals submitted against the subject RFP will be opened on **November 22<sup>nd</sup>, 2013 at 11:30 am** in the committee room of Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, adjacent Dr. Ziauddin Hospital, Clifton, Karachi, Tel: +92-21-99251367-68 / Fax: +92-21-35305586 in presence of all the bidders, or their representatives, who may choose to be present.

#### **Team and Staffing**

49. While selecting a staff member following should be considered and stated for each member:
- Relevant experience
  - Experience with Public Sector / Government Organizations





- Qualifications
- Total Experience

50. The implementation team would play a pivotal role in the implementation of the systems and be responsible for harmonizing the business and other technology requirements. The Sample Form given in the relevant section should be used for providing CVs of staff to be deployed at this project, if required.

**Preliminary Evaluation Checklist**

51. The Bidder should fill out this Form by providing all the required information and Placing this Form on top of the Technical Proposal. Relevant portions of the Technical Proposal should be referenced in this form. Please note that all required information should be provided on this Form and no document should be attached.

**Information Required**

**a) General**

- 1 Name of Bidder or Group of companies going into bid.
- 2 No of Years in business in Pakistan
- 3 No of Offices locations in Pakistan
- 4 Annual Turnover (Million Rs.)
- 5 Value of projects in hand (details may be given)
- 6 Year of Incorporation
- 7 Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered / incorporated outside Pakistan (Give details)
  - Other (Please specify)
- 8 Names of Owner / Partners / Chief Executive / Directors
- 9 Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

**b) Details of total staff employed**

- 1 No of permanent staff employed: Technical /Managerial
- 2 Cumulative Experience (in years)
- 3 Total No. of Support professionals in Technical Domain



- 4 Total No. of Staff assigned for the proposed project.
- c) Support Capabilities**
  - 1 Experience in Support area
  - 2 No. of Staff employed: (Capable of providing Support)
  - 3 Cumulative Experience (in years)
  - 4 List of Customers of "Support" along with contact details.
  - 5 Installation and Configuration will be the responsibility of the successful Bidder.
  - 6 Bidder should have backup equipment to provide sufficient services.

**d) Joint Ventures**

Bids submitted by a joint venture of two or more companies or partners shall comply with the following requirements:

- a) The Bid, and in case of successful Bid, the Contract form, shall be signed by all so as to be legally binding on all the partners;
- b) One of the partners shall be authorized to be Incharge; and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners;
- c) The partner Incharge shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the joint venture;
- d) all partners of the joint venture shall be liable jointly and severally for the executing of the Contract in accordance with the Contract terms, and a relevant statement to this effect shall be included in the authorization mentioned under (b) above as well as in the Bid Form and the Form of Agreement (in case of a successful Bid); and
- e) A copy of the agreement entered into by the joint venture partners shall be submitted with the Bid.

**Special Instructions**

- Incomplete applications will not be considered.
- Any firm, which furnishes wrong information, will be liable for legal proceeding and if any contract is awarded, the same will be cancelled.
- Authority Letter or Agreement from Principal Company or its Distributor for product and vendor authentication.
- The tender must be filled on prescribed form without any alteration/over writing.
- Conditional tenders/bids will not be acceptable.
- Only companies registered with Sales Tax and Income Tax Departments shall be eligible to participate in the tender (proof of registration is required).
- Every page of this tender document should be signed and sealed by the bidder.



### **Contacting the Purchaser**

52. Any effort by a bidder to influence the Purchaser in the Purchaser's decisions in respect of bid evaluation or Contract award will result in the rejection of the bidder's bid.

### **Scope of Work**

53. Project Management Unit, Reforms Wing & Special Cell is actively engaged in capacity building of Board of Revenue, Government of Sindh through number of project components, aimed at developing the standards and systems of Information & Communication Technology at the international industry levels.
54. Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, invites tender through National Competitive Bidding under SPP Rules 2010.
55. Contractor shall also be responsible to provide equipments configuration, details and training to the staff of Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.
56. Vendor would be responsible for installation of equipments including reinstatement & recommissioning, etc.
57. Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh has right to terminate the contract if vendor will fail in providing satisfactory services, hardware, equipments and all type of services and connectivity in given scheduled time. In addition to that, Security Deposit (CDR) amount will be forfeited.
58. SLA or any services agreement, if required, will be signed after implementation according to the satisfactory progress of the vendor and as per criteria of Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh.

### **BILL OF QUANTITIES ALONGWITH TECHNICAL SPECIFICATIONS**

<b>Section - A</b>				
<b>S.No.</b>	<b>Item</b>	<b>Specification</b>	<b>Qty</b>	<b>Unit</b>
1	Information Outlet (I/O)	UTP CAT6 Complete I/O Set including all Essential Accessories	30	Each
2	Patch Panel	UTP CAT6 24 Port Patch Panel including all Essential Accessories	2	Each
3	Cable Management	UTP CAT6 Cable Management including all Essential Accessories	2	Each
4	Drop Cable (Data)	UTP CAT6 Drop Cable (3 Meter)	30	Each
5	Drop Cable (Data)	UTP CAT6 Drop Cable (1 Meter)	30	Each
6	Communication Rack	42U with PDU including all Essential Accessories	1	Each



7	UPS	6 KVA with 15 Minutes Backup Time	1	Each
8	Laying Work (Data)	Cable Laying of UTP CAT6 Cable from Patch Panel to End User	3500	Run. Feet
9	PABX	Capability of 16 Digital Lines + 48 SLT Lines including all Essential Accessories	1	Solution
10	Main Distribution Frame (MDF)	40 Pair Rack Mounted Frame including all Essential Accessories	1	Each
11	Information Outlet (I/O)	UTP CAT5E Complete I/O Set including all Essential Accessories	40	Each
12	Drop Cable (Voice)	Telephone Drop Cable (3 Meter)	40	Each
13	Telephone Set	Telephone Set for Single Line	40	Each
14	Telephone Set	Telephone Set for Operator Console	1	Each
15	Laying Work (Voice)	Cable Laying of UTP CAT5E Cable from MDF to End User	3500	Run. Feet
16	Maintenance	Maintenance of above Equipments without parts for One Year	1	Each
17	Service	Deployment, Configuration and Testing	1	Each

#### **Section - B**

S.No.	Item	Specification	Qty	Unit
1	Optical Fiber	Singlemode, 4 Core	650	Meter
2	Optical Fiber Distribution Frame (ODF)	12 Port including all Essential Accessories	1	Each
3	Optical Fiber Patch Cord	Singlemode (3 Meter)	4	Each
4	Switch	24 10/100/1000 Ethernet Ports, 4 SFP Ports including all Accessories	1	Each
5	Optical Fiber Module	SFP Singlemode Module for Switch	4	Each
6	UPS	3 KVA with 15 Minutes Backup Time	1	Each
7	Communication Rack	42U with PDU including all Essential Accessories	1	Each
8	Laying Work	Digging, 1" HDPE Pipe, Laying/Installation and Splicing of Optical Fiber	1	Solution
9	Service	Deployment, Commissioning and Testing	1	Each

#### **Technology Features**

1. The Vendor must describe the technology, type and standards.

#### **Warranty**

1. Describe in detail the warranties provided by the vendor and manufacturer, both hardware and software for the technology proposed.

#### **Maintenance and Support**

1. Describe system maintenance options available.
2. Indicate the replacement parts inventory.



## BILL OF QUANTITY

### SECTION A

S.No.	Item	Qty	Unit
1	Information Outlet (I/O)	30	Each
2	Patch Panel	2	Each
3	Cable Management	2	Each
4	Drop Cable (Data)	30	Each
5	Drop Cable (Data)	30	Each
6	Communication Rack	1	Each
7	UPS	1	Each
8	Laying Work (Data)	3500	Run. Feet
9	PABX	1	Solution
10	Main Distribution Frame (MDF)	1	Each
11	Information Outlet (I/O)	40	Each
12	Drop Cable (Voice)	40	Each
13	Telephone Set	40	Each
14	Telephone Set	1	Each
15	Laying Work (Voice)	3500	Run. Feet
16	Maintenance	1	Each
17	Service	1	Each

### SECTION B

S.No.	Item	Qty	Unit
1	Optical Fiber	650	Meter
2	Optical Fiber Distribution Frame (ODF)	1	Each
3	Optical Fiber Patch Cord	4	Each
4	Switch	1	Each
5	Optical Fiber Module	4	Each
6	UPS	1	Each
7	Communication Rack	1	Each
8	Laying Work	1	Solution
9	Service	1	Each



**BID FORM**

To,  
Project Director,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
Karachi.

Sir,  
Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price.

Pak Rupees (in figures \_\_\_\_\_ in words \_\_\_\_\_ )

or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this bid.

We undertake, if our bid is accepted, to complete the works in accordance with the Contract Execution Schedule.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 10% of the Contract Price in case of Registered Firms and 12.5% in case of un-registered firms, for the due performance of the Contract.

We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2013

**WITNESS**

Signature -----

Name -----

Title -----

Address -----

-----  
**BIDDER**

Signature -----

Name -----

Title -----

Address -----



**BID FORM**

To,  
Project Director,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
Karachi.

Sir,  
Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price.

Pak Rupees (in figures \_\_\_\_\_ in words \_\_\_\_\_)

or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this bid.

We undertake, if our bid is accepted, to complete the works in accordance with the Contract Execution Schedule.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 5% for the due performance of the Contract.

We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this-----day of -----2013

**WITNESS**

-----  
**BIDDER**

Signature -----

Signature -----

Name -----

Name -----

Title -----

Title -----

Address -----

Address -----

**BID SECURITY FORM**

**WHEREAS** [Name of Bidder] (hereinafter called "**the Bidder**") has submitted its bid dated [date] for the "**Recommissioning, Reinstallation including Repairs for Relocation of Voice & Data Services within the Building of Project Management Unit, Board of Revenue Sindh, Karachi**", (hereinafter called "**the Bid**").

**KNOW ALL MEN** by these presents that we [Name of the Bank] of [Name of Country] having our registered office at [Address of Bank] (hereinafter called "the Bank") are bound into the Project Management Unit, Reforms Wing & Special Cell, Board of Revenue, Government of Sindh, Karachi, Pakistan (hereinafter called "the Purchaser") in the sum of -----, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this-----day of-----, 2013

**THE CONDITIONS** of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to -----, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

By [Bank]  
(Title)  
Authorized Representative





**PERFORMANCE SECURITY FORM**

To,

Project Director,  
Project Management Unit,  
Reforms Wing & Special Cell,  
Board of Revenue,  
Government of Sindh  
Karachi.

WHEREAS [Name of the Contractor] hereinafter called "the Contractor" has undertaken, in pursuance of the bid for "Recommissioning, Reinstallation including Repairs for Relocation of Voice & Data Services within the Building of Project Management Unit, Board of Revenue Sindh, Karachi", dated \_\_\_\_\_ 2013, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of [Amount of the guarantee in words and figures] , and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of [Amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until \_\_\_\_\_ day of \_\_\_\_\_, 2013, or twenty-eight (28) days of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_





No. 13-04-10-PMU-BOR/2013/ 1820  
**BOARD OF REVENUE SINDH**  
**PROJECT MANAGEMENT UNIT**

Karachi Dated: 07 -11-2013


To,

The Manager (CB),  
Sindh Public Procurement Authority,  
Karachi

**SUBJECT: NIT NO. INF/KRY-2347/13 DATED: 14-10-2013**

In continuation of the letter of this PMU dated: 04-11-2013 with reference to your letter No. Dir(A&F)/SPPRA/3-6/13-14/1755, dated: 22-10-2013 regarding the subject NIT, a minor infirmity found in the bidding document whereby amount of performance security has been prescribed as 5% in General Terms & Conditions at page 7 of the bidding document, which has been erroneously not defined as 5% in the bid form attached at the end of the bidding document. The said error has been corrected and correct bidding document has been uploaded on the website of PMU. A copy of the same is hereby furnished for hoisting on website of SPPRA in observance of Rule 21(4) of SPP Rules 2010.

You are accordingly requested to hoist the corrected document on the website of SPPRA.

  
**DEPUTY DIRECTOR (F&A)**  
LARMIS, PMU  
BOARD OF REVENUE, SINDH

C.C. To:-

- The Member R&S, Board of Revenue, Sindh
- The Project Director PMU, Board of Revenue, Sindh
- The Network Administrator, with a request to hoist the correct bidding document on PMU website [sindhlarmsis.gos.pk](http://sindhlarmsis.gos.pk)
- Office Record

**DEPUTY DIRECTOR (F&A)**  
LARMIS, PMU  
BOARD OF REVENUE, SINDH

SPPRA INWARD DIARY  
NO: 588  
DATED: 07/11

  
7/11  
M(CB)